

Application Instructions

Small or Abandoned Dam Removal Grant Program

(See ch. NR 336, Wis. Adm. Code)

Use these instructions when completing the grant application form for the Small and Abandoned Dam Removal grant program (application form #3500-106). You may obtain a copy of the application form by going to the following DNR web site address:

<http://www.dnr.state.wi.us/org/caer/cfa/Grants/DamRemov.html>

NOTICE

The "Notice" at the top of the application form is there to advise the applicant that their request will not be considered unless all information requested on the form is provided and that this information, including personal information, must then be made available by the Department through the Wisconsin Open Records Law if so requested.

Indicate whether this application is for the removal of a small dam or for the removal of an abandoned dam by an authorized individual with legal access to the property for the purpose of removing the dam.

APPLICANT INFORMATION

- ◆ Indicate whether the applicant is an individual private owner or and organization of some type. Specify the type of organization, such as a nonprofit group or a municipal entity.
- ◆ Complete all applicant information as instructed on the grant application form.

DAM INFORMATION

Provide the common or local name of the dam, the size of the dam and pool area created by the dam, the name of the waterway that is impounded by the dam, the owner of the dam if different than the applicant, and the location of the dam.

CHECKLIST

- ◆ For a small dam removal project, indicate if an application to abandon and remove the dam has been submitted by the owner.
- ◆ For an abandoned dam removal project indicate if the dam has been identified by the DNR as abandoned and whether it has been declared abandoned under s.31.187

ESTIMATED ELIGIBLE PROJECT COSTS

- ◆ Group estimated costs in one of the three listed categories of expenses. "Removal Plans and Construction Related Services" includes all expenses leading up to the actual removal project. For some small projects, there may not be any costs in this category. "Removal Operations" includes the costs of actually removing the dam. "Restoration" refers to activity within the original pool area to stabilize the land following the removal of the dam structure.
- ◆ Add the three categories of expenses and multiply by 0.5 (or 50 percent) in order to arrive at the requested grant amount which may not exceed \$50,000. This multiplier and maximum grant amount do not apply to abandoned dam removal projects.
- ◆ Fill in the date by which you expect to complete the project.

ATTACHMENTS

- ◆ Make sure all attachments are complete and submitted along with this application form.
 - For abandoned dams, documentation is needed showing that the applicant or authorized representative has legal access to the property on which the dam is located.
 - For small dams being removed by an organization on behalf of the owner, documentation is needed showing that the organization is acting as the authorized representative of the owner and that they have legal access to the property on which the dam is located.
 - A map is required showing the location of the dam and the adjacent owners and their property boundaries. This map must include information for land owners adjacent to the affected pool area as well as the dam itself.
 - A copy of the deed to the property on which the dam is located must be included.
 - A description of the project and, at a minimum, the conceptual plan for the removal project. The larger the project, the more detailed plans will become, but this is where costs which are lumped into the three categories on the application form should be broken down and explained in detail.
 - The applicant must identify the source and amount for all local share contributions to the dam removal project. The local share amount must equal 50% of the estimated eligible project costs for all small dam removal projects. Abandoned dam projects are not subject to the 50% requirement.

CUSTOMER/APPLICANT CERTIFICATION, SIGNATURE ZONE

Read the customer/applicant certification statement before signing and dating the grant application. The application for an abandoned dam removal grant should be signed by the authorized representative who has legal access to the property on which the dam is located, for the purpose of removing the dam.

REMINDER:

Grant applications deemed complete will be awarded based on the date the application was either postmarked if mailed or the date received and date stamped if delivered in person. If mailing your application, please request that the Postmaster hand-cancel the postage so that the postmark date is clearly readable.

SUBMITTAL INSTRUCTIONS:

Mail applications to:

Program Assistant - FH/3
Small and Abandoned Dam Removal Grant Program
Department of Natural Resources
P.O. Box 7921
Madison, WI 53707-7921

If delivering a grant application in person, please bring your application and attachments to the Bureau of Fisheries Management and Habitat Protection reception desk on the 3rd floor of the Department of Natural Resources Building (GEF II), 101 S. Webster Street, Madison, Wisconsin. Ask for the Program Assistant and request that your application be date stamped when received.

Faxed applications will not be accepted.